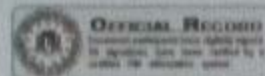


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**FEDERAL BUREAU OF INVESTIGATION****Electronic Communication**

Title: (U//FOUO) Guidance Regarding Investigative
Steps for Guardian Assessments

Date: 10/23/2013

CC: COUNTERTERRORISM (Route) Attn: DADs, SCs, UCs
FIELD OFFICES (Route) Attn: ADICs, SACs, CT ASACs, CT PCORs, CT
SSAs, Guardian Coordinator
GENERAL COUNSEL (Route) Attn: NSLB
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Case ID #: 319T-HQ-A1487667-CTD (U) COUNTERTERRORISM DIVISION
242-HQ-C1481241 (U) GUARDIAN THREAT TRACKING SYSTEM;
GUARDIAN MANAGEMENT UNIT

Synopsis: (U//FOUO) To clarify existing guidance regarding the
required investigative steps for Guardian Assessments.

Details:

Over the past several years, the investigative steps undertaken during
Guardian Assessments have varied widely, especially in terms of
databases/resources consulted and the manner in which those results
were documented. In order to standardize the investigative steps
undertaken in Guardian Assessments, this EC contains a list of

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investigative steps which must be undertaken, at minimum, during all Guardian Assessments. In particular, this EC focuses on the databases which must be checked and the manner in which the results must be documented.

The guidance contained herein conforms to the need to always conduct investigative activity using the "least intrusive means" of obtaining information as required by Executive Order 12333, the Attorney General's Guidelines for Domestic FBI Investigations and the Domestic Investigations and Operations Guide (DIOG).

DATABASE/RESOURCE QUERIES

EFFECTIVE IMMEDIATELY, EVERY GUARDIAN ASSESSMENT MUST INCLUDE, AT MINIMUM, SEARCHES OF THE FOLLOWING DATABASES/RESOURCES:

1. FBI/USIC Databases/Resources:

- DIVS
- DWS
- NCIC
- NICS
- Guardian (for deconfliction)
- TIDE
- Telephone Applications
- Clearwater
- BaseJumper
- DaLAS
- CTD/CIOS Net Talon Deconfliction Database
- CHS checks with the Field Office's Confidential File Room (CFR)

2. External LEO resources:

- Department of Motor Vehicles (State): Drivers License Photos, etc.
- Business filings (State)

3. Open source resources: At the present time, the following types of open source resources, at a minimum, must be checked during Guardian Assessments; however, this list will certainly evolve going forward:

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- Publicly available search engines, e.g. Google, Yahoo, Bing, etc. for queries of e-mail addresses, phone numbers, addresses, and reverse lookups for e-mail addresses and phone numbers;
- Social media sites, e.g. YouTube, Facebook, Twitter, and LinkedIn;
- Web crawlers/deep web engines/social media searchers, e.g. Pipl.com, ZabaSearch.com, Spokeo.com, Spock.com, WhatsPublic.Me, PeekYou.com, and SocialSearching.info.
- Photograph Web Sites, e.g. Flickr.com, PicasaWeb, and Shutterfly.com.

At the present time, checks of the following type of open source resource are suggested during Guardian Assessments:

- Social Dashboards, e.g. Netvibes.com, Newspile.com, Addictomatic.com, Kurrently.com, Monitter.com, YourOpenBook.Org, and SocialSearching.Info.

DOCUMENTING DATABASE/RESOURCE QUERIES

To document all database/resource queries, the substantive results of each query should be itemized in the Notes Section of the Guardian Assessment. The documentation for each query must contain the substantive results of the query, not just a conclusion that the results were positive. For example, results should be listed as follows:

DIVS - RESULTS LISTED

SENTINEL - RESULTS LISTED

FACEBOOK - RESULTS LISTED

INTERVIEWS

PRIOR TO CLOSING A GUARDIAN ASSESSMENT, AN INTERVIEW OF THE SUBJECT MUST BE CONDUCTED WHEN FEASIBLE.

Subject interviews must be documented in an FD-302 in Sentinel, uploaded to the appropriate division assessment file, and attached to

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the Guardian Incident in the Attachments Section. Interviews of non-subjects can be documented in the Notes Section of the Guardian Incident. If interviewing a subject is not feasible, the reason for not conducting a subject interview must be documented in the Notes Section of the Guardian Assessment. For example, an interview will not be feasible if the subject is deceased or if a host nation has not granted approval to interview an overseas subject.

Section 5.9.1 of the DIOG indicates interviews or requests for information from public or private entities may be conducted in Type 1 through 4 and Type 6 Assessments. Section 18.5.6.1 of the DIOG indicates "an interview is the questioning of an individual (to include a subject) in order to gather information that is pertinent to and within the scope of an authorized Assessment or Predicated Investigation."

OTHER INVESTIGATIVE TECHNIQUES

In addition to queries of databases/resources and interviews, careful consideration should also be given to utilizing other investigative methods authorized in Assessments, such as CHS tasking and physical surveillance, when appropriate.

The point-of-contact for this matter is GMU Unit Chief Bryan J. McCann at [REDACTED] or [REDACTED].

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